



## Hobart Airport 2025 Community Grants Program Terms and Conditions

1. An applicant (Applicant) wanting a project to be considered for a grant under Hobart Airport's Community Grants Program must apply to Hobart Airport (HBA) via the link at [hobartairport.com.au/communitygrants](https://hobartairport.com.au/communitygrants). The application must adhere to the 2025 Hobart Airport Community Grants Guidelines (the Guidelines).
2. By making an application the Applicant agrees to these Terms and Conditions.
3. The application period opens 9.00am (AEST) 1 October 2025 and closes 11.59pm (AEDT) 31 October 2025.
4. A "Supported Project" is a project:
  - a. approved by HBA in writing; and
  - b. supports a charitable purpose which aligns with at least one of the following criteria points (also discussed in the Guidelines):
    - i. Environmental Impact and Sustainability
    - ii. Social Equity and Community Engagement; or
    - iii. Economic Viability and Empowerment.
5. Not every application that fulfills the criteria of 4(b) will receive support under the Community Grants Program. The decision to support a project and any conditions it may attach to the support is at the absolute discretion of HBA. HBA's decision is final, and no correspondence will be entered into relating to the decision process, the outcome or otherwise.
6. The Community Grants Program will not support:
  - a. individuals;
  - b. political parties;
  - c. government entities;
  - d. commercial sponsorships;
  - e. religious groups (except for projects that support a non-religious purpose);
  - f. retrospective requests;
  - g. debt retirement, budget deficits, endowments or bequest programs; or
  - h. general fundraising appeals; and
  - i. as otherwise determined by HBA in its absolute discretion.
7. Applicants will be notified in writing by HBA if their project is a Supported Project (Recipient).
8. If applicable, Recipients may be required to supply HBA with a digital copy of a DGR endorsement letter from the ATO or confirmation of its relevant listing. HBA reserves the right to withdraw support for the Supported Project should this not be provided.
9. Recipients will receive as a "gift" (in cash or in-kind) an amount up to a maximum amount of \$5,000.



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10. One Recipient will be selected as the major recipient and will receive a “gift” of \$15,000.
11. At HBA’s absolute discretion, Recipients may be required to enter into an agreement with HBA prior to HBA gifting any of the donation to the Recipient.
12. Recipients must keep and maintain accurate financial records relating to the use of the cash donation. The Recipient may also be required to confirm the receipt of any cash donation into their account.
13. HBA may request that a third-party audit (at its own expense) a Recipient’s books, records, files, invoices and/or other relevant information to ensure compliance with these terms and conditions. The Recipient shall maintain such documents for a period of six (6) years after payment of the gift. The Recipient agrees to provide the third-party auditor with such access for the full six (6) year period.
14. Recipients must spend (or use) any gift within 12 months of its receipt entirely in connection with the Supported Project. The Recipient is to refund the balance of any sum not expensed following the completion of the Supported Project.
15. Recipients are required to provide an ATO compliant invoice at the commencement of works, together with a further ATO compliant invoice at the completion of works.
16. Recipients must keep and maintain adequate insurance (including public liability insurance) for all activities carried out in connection with the Supported Project against any claims for loss or damage to property, and injury or death to persons. HBA is not liable and the Recipient releases HBA for any claims or loss incurred by the Recipient or any third party in respect of the Supported Project.
17. Recipients agree to provide any of the required reporting and acquittal material covered within the Guidelines.
18. If, at any time, the Supported Project is no longer possible or cannot be completed in the manner described in the application submitted, the Recipient must immediately advise HBA and discuss an alternate use for the support. In such circumstances, HBA reserves the right to request the repayment of the total sum gifted.
19. Neither HBA nor any of its related bodies corporate will be responsible or be obliged to pay any monies to the Recipient in excess of the gifted amount, whether in cash or kind.
20. HBA may require that the Hobart Airport Community Grant Fund’s assistance to the Supported Project be publicly acknowledged by the Recipient, as directed. HBA will provide to the Recipient the appropriate HBA logo and associated guidelines to use in relation to this public acknowledgement and identify the appropriate media format for the acknowledgement.
21. All advertising, signage, media releases and other promotional material that contain the HBA logo or a reference to the Hobart Airport Community Grants Fund must be submitted to and approved by HBA prior to its production and release. HBA reserves the right to make amendments prior to any such release.



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22. Recipients agree to have the HBA support of the Supported Project published, by HBA including but not limited to having their name, details and logo displayed on the HBA website [www.hobartairport.com.au](http://www.hobartairport.com.au) and social media pages.
23. HBA may request the use of photos, videos and quotes from the Recipient in relation to the Supported Project for marketing purposes including advertising, publications and on websites from time to time. Any material supplied to HBA, will become the property of HBA.
24. Recipients (including staff and/or board members) must, on reasonable request from HBA, participate in media activities such as photo opportunities and media calls in relation to the Supported Project.
25. Recipients must not do or say anything, or cause anyone to do or say anything, which may prejudice, be detrimental to or cause damage to the name and reputation of HBA. This includes, complying with all relevant laws in the conduct of the Supported Project.
26. HBA will respect the confidentiality of information provided by applicants and Recipients. Applicants agree to their information being used and disclosed for the purposes of assessing potential sponsorship or support from HBA. HBA is not prevented from disclosure of any information where required by law.
27. HBA is committed to protecting the privacy of individuals, any personal information provided to HBA will be dealt with in accordance with HBA's Privacy Policy available at [hobartairport.com.au](http://hobartairport.com.au)
28. Any reference to the term "partnership" by HBA in relation to this program, is not a reference to a legal partnership. There is no fiduciary relationship or an agency, partnership or trust between HBA and any applicant or Recipient and neither party has authority to bind any other party, in relation to the Supported Project or otherwise.
29. These Terms and Conditions may be amended or withdrawn at any time at the discretion of HBA. Applicants should visit [caring.hobartairport.com.au](http://caring.hobartairport.com.au) from time to time to review the then current and effective terms.
30. Failure to comply with these Terms and Conditions (including an event of default) may result in support of a Supported Project being withdrawn and/or HBA requesting the repayment of any donation.